

# 2025 Spring Fest Food Truck Application

March 22, 2025  
4:00—9:00  
City Park 1206 W Ave B  
Copperas Cove, TX 76522

## Application Information

Name of Food Truck: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

Facebook Page: \_\_\_\_\_

## Food Truck Details:

Food Truck dimensions/service side (*required*):

Dimensions: \_\_\_\_\_ Service Side: \_\_\_\_\_

List all food items for sale: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

## Fees & Payment:

**Food Truck Application Fee \$200 for a 10x20 (\$25 per additional 10x10)**

**Applications must be received by EOB March 7, 2025. Please make sure that all required information on the application is completely filled out, any required fields left blank will result in your application being sent back. You will be notified of your approval status within 1-5 business days of us receiving your completed application.**

***Once approved, we will process your payment. Spots are first come, first served after notice of approval.***

Registration and payment can be completed at the Parks Office (1206 W. Avenue B), or by completing this form and mailing it with a check/money order/cashiers check made out to the City of Copperas Cove (in the memo line Food Truck Festival) and send to:

Finance Office 914 South Main St., Suite H Copperas Cove, TX 76522.

## PAY BY CREDIT CARD

**\*There will be a \$2.75 processing fee assessed if paying by card**

Name on Credit Card: \_\_\_\_\_

Card #: \_\_\_\_\_ Exp. Date: \_\_\_\_\_ CVV: \_\_\_\_\_

Billing Zip Code: \_\_\_\_\_

**PLEASE REVIEW AND INITIAL EACH BOX BELOW. BY INITIALING AND SIGNING BELOW, YOU ARE AGREEING TO FOLLOW ALL RULES AND REGULATIONS.**

- I acknowledge that the City of Copperas Cove will not be responsible for losses due to inclement weather. The City of Copperas Cove or any representatives are not liable or responsible for any losses, damages, or accidents that may occur during this event. There will be **NO** weather refunds.
- I acknowledge that the City of Copperas Cove reserves the right to refuse any application. Submission of this application does not guarantee acceptance. Spots are limited and are on a first served, first come basis.
- I acknowledge that I may sell non-alcoholic beverages **ONLY**.
- I acknowledge that if I do not currently hold a valid Copperas Cove Food Service permit, I must apply for a permit prior to the event. Copperas Cove Code Compliance will be at the event during set-up for inspections. ***Please see attached letter and check list from Code Compliance.***
- I acknowledge there will be **no dumping of grease at site**. Roll off trash receptacle will be available for **standard** trash at the end of the event.
- I acknowledge that I must provide my own generator and water for the event. Water hook ups and electricity is not provided for the Spring Festival.
- I acknowledge that I must arrive during my assigned check-in time window on Saturday, March 22nd. A detailed map and timeline will be e-mailed at least two weeks prior to festival. If you are not on the premises 2 hours prior to festival starting, you will not be able to attend the Spring Fest. **NO EXCPTIONS!**
- CANCELLATION POLICY:** If a withdrawal is made up to 7 days prior to the event you will receive \$175 refund. The remaining \$25 will be kept as an administration fee for production, promotion, marketing and advertising of this Festival. If a withdrawal is made within the 7 days before the event, there will be NO REFUND.

**I agree that I have read, understood, and will abide by the City of Copperas Cove Spring Festival procedures, rates, policies, and information. I understand that failure to respect ALL rules will result in immediate termination and forfeit of application fee.**

Signature of Vendor: \_\_\_\_\_ Date: \_\_\_\_\_

\*Assigned times for vendor check –in will run five to three hours prior to festival on Saturday 3/22/25. **Vendors will check in with Event Coordinator.** Vendors must be set up for inspection on Saturday and stay up until end of event. Vendors must vacate the grounds by 12:00 am.